Federal Drug-Free Schools and Campuses Regulations  
[Edgar Part 86]  
CARLETON COLLEGE ANNUAL NOTIFICATION DISTRIBUTION

Standards of Conduct

The Carleton College policy on alcohol and other drugs exists within the context of local, state, and federal laws. The regulations contained in this policy are designed to comply with all applicable City of Northfield ordinances and the laws of Minnesota and the United States, including the Drug-Free Schools and Communities Act Amendments of 1989.

Philosophical Statement

Carleton College is committed to promoting responsible behavior regarding the use of alcoholic beverages. As an educational institution, the College provides resources through which students are empowered to inform themselves about the physiological, psychological, and sociological effects of alcohol and other drugs upon the individual and the community.

In a civil, safe, and healthy community, members take responsibility for their own actions, and consider the impact that their choices will have on others. All members have a duty to accept their obligations to the group, and to act for the common good. As members of such a community, Carleton students, faculty, and staff will be held accountable for upholding the standards set forth for appropriate behavior.

Above all else, in all actions, both on and off campus, members of the Carleton community shall:

- Demonstrate respect for others in their actions.
- Acknowledge the impact of alcohol on communal living, and work to limit its negative effects.
- Retain autonomy, and thereby accountability for their choices and the outcomes of such choices.

The policies which follow, and the philosophy upon which they are based, are intended to foster the continued growth and development of a respectful and responsible community.

Regulations

The provisions regulating student conduct in the Community Standards Policy apply. The following regulations apply to alcohol and other drugs:

1. Notwithstanding this or any other College regulation or policy, the provisions of Northfield city ordinances and laws of Minnesota and the United States including the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), shall govern.
2. The College prohibits the unlawful possession, use, and/or distribution of alcohol and illicit drugs by students and employees on College property or as part of any College activities. (see also Smoking Policy)

3. The college will confiscate any unlawful or unauthorized items. This includes, but is not limited to paraphernalia, bongs, pipes, drugs, kegs, beer bongs, etc. Once confiscated, the items will not be returned. Persons under 21 years of age are prohibited from drinking alcoholic beverages. Persons 21 years of age or older may drink alcoholic beverages only in their private residential rooms or at registered events. Alcohol is not permitted in any public area without prior registration. Public areas include but are not limited to: Sayles-Hill, Severance Great Hall, dining halls, residence hall and house lounges/living rooms study rooms and corridors, all academic buildings and athletic areas, and all outdoor areas owned and operated by the College, including outdoor recreational areas.

4. Possession of open containers of alcohol is prohibited at all times at all campus locations, except at registered event locations or in private residential rooms.

5. All kegs or common containers (e.g. punch bowls, garbage cans, inflatable pools, etc.) of alcohol are allowed on campus only if the following two criteria are met: 1) the event is registered in advance through the Social Event Registration process through either Student Activities or Residential Life, and 2) the alcohol is served by a College approved licensed third-party vendor.

6. No kegs or common containers of alcohol are allowed in private residential spaces (village apartments, residence hall rooms, floor lounges, etc.)

7. Hard alcohol is allowed at registered events, but must be approved and served by a College approved licensed third-party vendor. For the purpose of this policy, Carleton defines hard alcohol as anything other than beer, wine, or malt beverage.

8. All alcohol which is unauthorized will be confiscated along with all other related items (taps, kegs, cups, etc.). Note: This may result in loss of any purchaser's deposit(s). The student host or residents of the event will be held responsible and will face disciplinary action.

9. Public areas may be registered for an event at which alcohol will be available by submitting the appropriate event registration form to the Office of Residential Life (for events in residences) or the Student Activities Office (for all other events). A full description of the regulations and responsibilities to which event sponsors are subject is found on the following websites:

   Residential Life - https://apps.carleton.edu/student/housing/forms/
   Student Activities Office - https://apps.carleton.edu/campus/campact/planninganevent/eventregistration/

10. The College recognizes the disruptive effects that alcohol and other drugs can have on the Carleton community. Therefore, all registered events are subject to (but not limited to) the following regulation principles:
a. Event sponsors may be held responsible for the actions of both individuals and the group. Behavior that violates the living and study rights of other residents is unacceptable.

b. Damages: If individuals responsible for the damage cannot be identified, the event sponsors shall be liable for damage and clean-up charges. The event area must be cleaned and returned to its pre-event condition.

11. Small gatherings in private residential rooms need not be registered with the College. Such gatherings are, however, subject to all other regulations regarding alcohol use described in this policy.

12. The sale of alcohol is permitted in the Cave as determined by the management, within the context of local and state laws.

13. Students participating in off-campus study programs are subject to local laws, as applicable. Students who jeopardize their own health, the health and safety of others, or the integrity of the living and learning environment on the program may be required to leave the program. The program director, in consultation with the VP/Dean of Students, (and/or his/her designee) has the authority to remove a student from the program under these circumstances.

14. High-risk alcohol-related activities, such as progressives, drinking theme parties, drinking games, beer bongs, and similar behaviors are prohibited.

15. The college recognizes the particular danger of driving while under the influence of alcohol and other drugs. Therefore, students are expected never to use substances and drive.

16. Social Host Liability: Anyone over 21 who knowingly serves alcohol to someone under 21 may be held civilly liable for any damages subsequently caused by the person under 21.

17. Social Host Ordinance - City of Northfield (enacted May 2011)

   The purpose of the social host ordinance is to hold individuals responsible for activities that allow people who are under the legal drinking age of 21 to consume alcohol. Students who host parties where underage drinking occurs can be charged under this social host ordinance. The consequences for violating the Northfield Social Host Ordinance could be up to 90 days in jail and up to a $1,000 fine, and is a misdemeanor. According to the ordinance it is essential to take reasonable steps to curb underage consumption.

   Reasonable Steps May Include:

   a) Controlling access to alcohol and alcoholic beverages in such a manner that no underage person has access to the alcohol and alcoholic beverages at the gathering or event; or

   b) Directly supervising the activities of underage persons at the gathering event either in person or through a responsible adult; or

   c) Checking identification of the attendees of the gathering to determine age; or
Sanctions and Responsive Action

Sanctions: A violation of this Policy is a “violation” within the meaning of the Community Standards Policy, III.C.5. All sanctions listed there (restitution, service, counseling, chemical dependency evaluation, revocation of privileges, warning, censure, disciplinary probation, suspension, and expulsion) are applicable. In addition, for violations of this Policy, sanctions may include mandatory education, counseling, fines, community services, and/or evaluation, conducted on or off-campus.

Responsive Actions: The College recognizes that students are expected to obey the law and take personal responsibility for their conduct. The College will respect the privacy of student's personal lives. The college will hold students accountable if and when:

a. Students’ use of alcohol or other drugs threatens order, causes public disturbances, poses danger to the students and/or others, or results in property damage;

b. Illegal use of alcohol and other drugs comes to the attention of College officials. Drunk and disorderly behavior when under the influence of alcohol is a violation of the alcohol policy. Persons under the influence of alcohol will be held responsible for their actions.

c. Any violations of this policy by students, including violations of the "Social Event Registration Guidelines," will be brought to the attention of the Dean of Students staff. Violations by faculty or staff will be brought to the attention of the Dean of the College or Vice President of the College, respectively.

d. Violations will be reviewed and sanctions imposed by the Dean of Students, the Dean of the College, the Vice President of the College, or the Judicial Hearing Board.

Carleton College strongly encourages students, faculty, and staff members to voluntarily obtain assistance for dependency or abuse problem before such behavior results in an arrest and/or disciplinary referral which might result in their separation from the institution.

Drug-Free Workplace

Introduction
Following is a description of the Carleton College policy required by the Drug-Free Workplace Act of 1988, which went into effect on March 19, 1989. The College's failure to comply with the provisions in the Act could result in the termination, suspension or debarment of federal government funds or contracts including campus-based student aid funds to which the College may otherwise be entitled. It is important to note that not only are illegal drugs unlawful, but also that legal drugs can be manufactured, dispensed, etc. unlawfully.

Policy Requirements
The College has the obligation to maintain a drug-free workplace to ensure that employees perform their jobs safely, efficiently, and in a businesslike manner.
**Conditions**
The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on college property or while conducting college business away from the campus by college employees is absolutely prohibited. Employees are expected and required to report for work or work-related activities on time and in appropriate mental and physical condition to carry out their assigned duties. Any impairment due to alcohol or drug use, however slight, is unacceptable.

Employees should also report to Human Resources any medically prescribed treatment involving prescription drugs that may affect their ability to perform on the job.

As a condition of employment, Carleton employees must abide by the terms of this policy and must notify the College if convicted under any criminal drug statute for a violation occurring in the workplace not later than five days after such conviction. The College in turn must notify the federal funding agency within ten days of receiving such a notice.

**Definitions**
**EMPLOYEES:**
This prohibition covers all employees, including part-time and students. The Drug-Free Workplace Act of 1988 literally applies only to those employees directly engaged in performing work under the provisions of a government grant or contract; however, because it is difficult to segregate work performed under a grant or contract from other institutional work, the College has elected to include all employees under this policy as have most institutions.

**WORKPLACE:**
The workplace is any site on or off campus where the work of the College is being performed.

**CONTROLLED SUBSTANCES:**
Controlled substances are drugs whose distribution is controlled by Federal or State regulation or statute--the worst street variety to mild prescriptions, including, but not limited to, narcotics, marijuana, hallucinogens, depressants, and stimulants, but not alcohol or tobacco products.

**Consequence of Violations**
Employees found in violation by the College of the prohibitions set forth under "Conditions" or employees who receive a criminal drug statute conviction for a violation occurring in the workplace will be subject to disciplinary action by the College, up to and including termination, OR will be required to participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

**Legal Sanctions**
Any faculty, staff, or student found in violation of this policy will be subject to disciplinary actions by the College up to and including expulsion from the College, termination of employment, and/or referral to civil authorities for criminal prosecution. The College may also require participation in an appropriate drug or alcohol assistance or rehabilitation program.

In addition to disciplinary sanctions by the College, students and employees who violate the law may be subject to criminal prosecution under federal, state and local laws that specify imprisonment and fines for conviction of alcohol and drug-related offenses. The seriousness of the
offense and penalty imposed generally depends on the type and amount of substance involved. The following links are provided to ensure awareness of legal sanctions:

Federal Trafficking Penalties
MN Controlled Substances Laws and Sanctions
MN Underage Alcohol Offenses
Northfield City Codes & Ordinances

**Risks to Life and Health**
Abuse of drugs and alcohol can lead to impaired behavior and judgment, a jeopardizing of relationships, and the likelihood of deteriorated work performance. Associated short and long term health risks of common substances are outlined below.

<table>
<thead>
<tr>
<th>Substance</th>
<th>Short Term Effects</th>
<th>Long Term Effects</th>
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<tbody>
<tr>
<td>Alcohol</td>
<td>slurred speech, drowsiness, headaches, impaired judgment, decreased perception and coordination, distorted vision and hearing, vomiting, breathing difficulties, unconsciousness, coma, blackouts</td>
<td>toxic psychosis, physical dependence, neurological and liver damage, fetal alcohol syndrome, vitamin B1 deficiency, sexual problems, cancer, physical dependence</td>
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<tr>
<td>Amphetamines</td>
<td>increased heart rate, increased blood pressure, dry mouth, loss of appetite, restlessness, irritability, anxiety</td>
<td>delusions, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis, physical dependence</td>
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<tr>
<td>Barbiturates and Tranquilizers</td>
<td>slurred speech, muscle relaxation, dizziness, decreased motor control</td>
<td>severe withdrawal symptoms, possible convulsions, toxic psychosis, depression, physical dependence</td>
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<tr>
<td>Cocaine</td>
<td>loss of appetite, increased blood pressure and heart rate, contracted blood vessels, nausea, hyper-stimulation anxiety, paranoia, increased hostility, increased rate of breathing, muscle spasms and convulsions, dilated pupils, disturbed sleep</td>
<td>depression, weight loss, high blood pressure, seizure, heart attack, stroke, hypertension, hallucinations, psychosis, chronic cough, nasal passage injury, kidney, liver and lung damage</td>
</tr>
<tr>
<td>Gamma Hydroxy Butyrate</td>
<td>euphoria, decreased inhibitions, drowsiness, sleep, decreased body temperature, decreased heart rate, decreased blood pressure</td>
<td>memory loss, depression, severe withdrawal symptoms, physical dependence, psychological dependence</td>
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<tr>
<td>Ketamine</td>
<td>dream-like states, hallucinations, impaired attention and memory, delirium, impaired motor function, high blood pressure, depression</td>
<td>Urinary tract and bladder problems, abdominal pain, major convulsions, muscle rigidity, increased confusion, increased depression, physical dependence, psychological dependence</td>
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<tr>
<td>LSD</td>
<td>dilated pupils, change in body temperature, blood pressure and heart rate, sweating, chills, loss of appetite, decreased sleep, tremors, changes in visual acuity, mood changes</td>
<td>may intensify existing psychosis, panic reactions, can interfere with psychological adjustment and social functioning, insomnia, physical dependence, psychological dependence</td>
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<tr>
<td>MDMA</td>
<td>impaired judgment, confusion, confusion, blurred vision, teeth clenching, depression, same as LSD, sleeplessness, nausea, confusion, increased blood pressure, sweating, depression,</td>
<td></td>
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<tr>
<td>Drug Type</td>
<td>Possible Effects</td>
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<tr>
<td>Marijuana/Cannabis</td>
<td>anxiety, paranoia, sleep problems, muscle tension, anxiety, memory loss, kidney failure, cardiovascular problems, convulsions, death, physical dependence, psychological dependence</td>
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<tr>
<td>Mescaline</td>
<td>sensory distortion, poor coordination of movement, slowed reaction time, panic, anxiety, bronchitis, conjunctivitis, lethargy, shortened attention span, suppressed immune system, personality changes, cancer, psychological dependence, physical dependence possible for some</td>
<td></td>
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<tr>
<td>Morphine/Opiates</td>
<td>nausea, vomiting, anxiety, delirium, hallucinations, increased heart rate, blood pressure, and body temperature, constipation, loss of appetite, collapsed veins, heart infections, liver disease, depressed respiration, pneumonia and other pulmonary complications, physical dependence, psychological dependence</td>
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<tr>
<td>PCP</td>
<td>shallow breathing, flushing, profuse sweating, numbness in arms and legs, decreased muscular coordination, nausea, vomiting, blurred vision, delusions, paranoia, disordered thinking, memory loss, difficulties with speech and thinking, depression, weight loss, psychotic behavior, violent acts, psychosis, physical dependence, psychological dependence</td>
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<tr>
<td>Psilocybin</td>
<td>nausea, distorted perceptions, nervousness, paranoia, confusion, memory loss, shortened attention span, flashbacks may intensify existing psychosis</td>
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<tr>
<td>Steroids</td>
<td>increased lean muscle mass, increased strength, acne, oily skin, excess hair growth, high blood pressure, Cholesterol imbalance, anger management problems, masculinization of females, breast enlargement in males, premature fusion of long bones preventing attainment of normal height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage, psychological dependence</td>
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### Counseling and Treatment

Short term alcohol and other drug counseling is available on campus to students through Student Health and Counseling (507-222-4080). Students may be referred through the Counseling Center to other treatment programs for more intensive treatment. Other internal resources for Carleton students include:

- Dean of Students Office, ext. 4248 or 4075
- Residential Life, ext. 5465
- Office of Health Promotion, ext. 5246 or 5587
- Chaplain’s Office ext. 4003

Through Carleton’s Human Resources department, Carleton’s Employee Assistance Program offers employees additional education and counseling, as well as appropriate referrals (1-866-326-7194). Other internal resources for Carleton employees include:
Within the Northfield area, the following website has a curated list of mental and chemical health agencies that can either be printed or viewed online.

https://northfieldhci.org/resources/

Interested individuals are encouraged to contact each agency for additional information regarding specific services and costs.

**Prevention and Education**

Through the Office of Health Promotion, students have access to the following prevention and education programs:

- Alcohol Edu - a two-part interactive online program designed by the company EverFi, to reduce the harm associated with alcohol use amongst college students. Students complete a 90-minute educational course followed by a 15-minute follow-up course scheduled 45 days after the first session. In addition to information about harm reduction, alcohol education, and bystander intervention, the course tracks the self-reported alcohol use of the students and provides feedback.
- CUES - in-person session (~60 min) exploring the norms of alcohol use within a team, group, or organization - designed to create a healthier understanding of norms within the group.
- BASICS/CASICS - Program offered free to all Carleton students who want to explore the role of alcohol use in their life. Involves 2 sessions (45-60 min) with a trained facilitator.

**In addition**, Carleton’s Behavioral Health Advisory Team (BHAT) is a coalition of staff and faculty from across campus who provide guidance and direction for the “Partners for Success Strategic Prevention Framework” grant to reduce underage alcohol and marijuana use on Carleton’s campus. Members of this team represent the following offices/departments: Admissions, Alumni and Parent Relations, Business Office, Chaplains Office, Dean of Students Office, Department of Biology, Department of Chemistry, Department of Cinema and Media Studies, Department of History, Department of Physical Education, Athletics and Recreation, Disability Services, Gender and Sexuality Center, Information Technology, Library, Off-Campus Studies, Office of Health Promotion, Office of Intercultural and International Life, Registrar’s Office, Residential Life, Security Services, Student Health and Counseling, and TRIO.